

Quarterly-HPR-V LHRC Meeting Minutes

February 6, 2012

City of Norfolk Community Services Board
255 W. Olney Road, Norfolk, VA 23510-1523
(757) 823-1600

Committee Members Present:

Adrienne Benjamin-Scott
Betty Morgan
Jean Swanick
Jeff Kail
Michael Hires

Others present:

Stewart Prost, Regional Advocate's Office

Affiliates Present:

Associates at York, Inc., Kathleen Hooper
Another Level Youth & Family Services, Ronnie Davis
Compassion House, Danora J Brockman
Fidura & Associates, Sharina Olson, Barbara Gardner
Heart Havens, Brenda Jasser, Lanette Wood
Lucas Lodge, Jonaquin Stringer
Norfolk CSB, Sandi Lee
Support Services of VA, Jeanne Cullison, Chip Dodd

I. Call to Order – Jeff Kail called the meeting to order at 1:11 pm.

II. Introductions

III. Minutes – A quorum was present. The December 12, 2011 minutes were reviewed, approved as written.

IV. Regional Advocate Report –

Provided an update of current status, OHR, now fully staffed. Larissa Roads will begin active with duties shortly. Stuart Prost will no longer be traveling to Williamsburg

All affiliates must submit reports quarterly and annually. If an affiliate is behind, they must catch up. There has been an adjustment period due to dates changing, but if reports are not timely in the future, there may be citations

There has been a settlement between DBHDS and DOJ

DOJ began investigations at CVTC, and then expanded parameters. They determined that Virginia does not have enough community options and institutionalizes individuals unnecessarily. The settlement has resulted in upcoming closures of Training Centers: SSVTC in June 2014, NVTC in 2015, SWTC in 2018, CVTC in 2020. Only SEVTC will remain open but the number

of beds will be reduced to 75. More than 4000 waiver slots will be added. There will be increased oversight by OL and OHR. The number of Community Resource Consultants will be increased. A new position has been added: Community Transition Specialist – Sara Stansberry. This increases the potential for more providers and LHRCs should expect to add more affiliates. HPR-V currently has 11 affiliates.

Status of HPR-V committee is good. Jean Swanick has one more meeting; her term ends in June 2012. The committee will need suggestions for new member that could be of any designation, i.e., family, provider, etc. Committee should try to be ready in June for appointment in July.

When affiliates are adding Locations, they should submit a Service Modification to their Licensing Specialist and a letter to the committee that includes: Address, Phone, Contact Person, Type of Services, Statement establishing that the site is being subsumed under current Policies, Name of Licensing Specialist

When affiliates are adding new Services, they must submit Human Rights Policy to Margaret Walsh (also including Behavior Management policy and Program Rules). They should receive a letter from Ms Walsh and submit that letter and a complete package to the committee in advance of the meeting.

New locations and New Services may be included on page 3 of the quarterly report Mr. Prost can provide any information needed about the process. Please contact him by email.

Clarification of quorum for HPR-V – committee has 7 members, 4 qualifies for quorum. There is a provision for subcommittees of 2 members to meet and conduct most business, and then the full committee can meet later and re-affirm their decisions.

Upcoming – Training for new committee members is planned. Mr. Prost can make presentations during a regular meeting if various topics need to be addressed

Norfolk CSB questioned about: Restrictions to membership? Answer – member cannot be an employee of an affiliate.

Reporting procedure in light of transition to City of Norfolk oversight? Answer – several other localities have this situation and still use an executive director

V. Affiliate Reports – If you have items for presentation, or updates regarding previous reviewed topics, the LHRC members should receive, by email or regular mail, appropriate written documentation 2 weeks prior to the scheduled meeting.

AFFILIATE	ALLEGATIONS	FOUNDED ALLIGATIONS	COMPLAINTS	OTHER
Associates at York	0	0	0	
Another Level	0	0	0	
Community Empowerment	0	0	0	
Compassion House	0	0	0	
Fidura & Associates	0	0	0	
Heart Havens, Inc.	0	0	0	Licensing specialist has changed. Now serve 12 individuals

Norfolk CSB				Licensing specialist is now Nathan Woodard. The Learning Center program is closing tomorrow
Support Services of VA	6	3	2	

VI. Old Business

None presented

IX New Business

Support Services of Virginia requested affiliation for two new locations, Doss House and Caldwell House, both located on the Eastern Shore. These are sponsor sites with maximum capacity of 2 individuals each.
Affiliation approved.

Compassion House requested affiliation for a group home at 3655 Riverside Dr, Norfolk. This site comprises 1200 square feet and will provide 3 beds.
Affiliation approved.

Appointment of Secretary is not Committee business. The affiliates should coordinate this function between themselves. Affiliates should also coordinate to assure that there are refreshments for the meeting.

XI The general meeting was adjourned at 1:55 pm, and the committee proceeded to Executive session pursuant to Virginia Code § 2.2-371 (A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review restrictive programs and /or review serious incidents.

Respectfully Submitted,
Jeanne Cullison